

**SHOREVIEW CITY COUNCIL WORKSHOP MEETING
MINUTES
May 2, 2011**

Attendees:

City Council: Mayor Martin; Councilmembers Huffman, Quigley, Wickstrom and Withhart

Staff: Terry Schwerm, City Manager
Mark Maloney, Public Works Director
Jeanne Haapala, Finance Director
Fred Espe, Assistant Finance Director
Tessia Melvin, Assistant to City Manager/Communications

Mayor Martin called the meeting to order at 7:50 p.m.

DISCUSSION OF 2011 BUDGET REDESIGN

Finance Director Jeanne Haapala, provided an update on the budget system. The City's accounting system has been updated to a Window-based version. In addition to updating the software, the Finance Department has been investigating streamlining some of the budget activities. The goal of these changes is to add functionality that promotes efficiency and improved reporting.

Currently, the City has a lot of separate activities. Historically, Shoreview has tracked expenditures to a greater level of activity detail than is required. All Departments have agreed to restructure the budget at this time to consolidate some of the activities. Staff is recommending that the City restructure the activity breakdown used in the budget document and combine a number of activities that do not require separate tracking. The benefits to making changes earlier include, but are not limited to:

- The new budget system will be used to generate the 2012 budget, and therefore, any consolidation will clean up data before importing into the new system.
- Multiple-year comparisons in the budget document will be improved because 2011 data will already be converted to the new structure.
- There is a momentum at the staff level for this change.
- Earlier implementation of this change will shift the accounting effort to a better time of year.
- The new timekeeping system will be expanded to all departments soon, and the reduced number of payroll codes will improve the transition.

If approved by Council, staff will prepare a resolution for the May 16 Council agenda.

Councilmember Withhart asked the question if Finance will have staff resources to help departments with this change. Haapala replied that most departments will not need additional resources.

Mayor Martin asked if the budget book would appear different. Haapala and Schwerm reported that the budget document will look similar, however the y big difference would be the reduction in the size of the Capital Improvement Program. Schwerm reported that the Council will see a draft of the budget at the August workshop meeting.

Council consensus was to make these proposed design changes in 2011, in preparation for the 2012 budget.

DISCUSSION REGARDING COUNCIL GOALS

In 2009, the City Council met with an outside consultant to create Council goals. At the February workshop meeting, the City Council reviewed an analysis of the recently completed community survey. After reviewing the survey information, Council asked staff to provide further information on how the survey results could be aligned to the 2009 Council goals.

Based on the survey results, the primary goal for the City is to maintain and enhance the quality of life for residents in the community. Schwerm identified six broad categories of goals that have been linked to specific tasks. These categories attempt to incorporate Council priorities that were identified in 2009 as well as key policy issues that were identified in the community survey. The six broad categories include:

1. Financing long-term financial stability
2. Practicing Sound Environmental Principles
3. Maintaining Quality Neighborhoods
4. Promoting Parks and Recreation Facilities and Programs
5. Supporting Business Community and Expanding Jobs
6. Providing High Quality Cost Effective Public Services and Programs

Councilmember Huffman questioned how some of the goal areas are tied directly to the four factors of schools, open space, public safety, and park and trails as critical to the quality of life in Shoreview. Mayor Martin commented that although those four factors are important to the quality of life in the community there are many other areas that the City is responsible for that are also important to achieve this high ranking. Councilmember Quigley commented that the Council should focus on the Mission. Departments should focus on goals and staff should focus on tasks.

Councilmember Wickstrom suggested that under Providing High Quality Cost Effective Public Services and Programs adding a specific item relating to the schools.

The Council agreed that the goals were a good starting point.

OTHER ISSUES**Turtle Lake Augmentation**

Mayor Martin requested an update on the Turtle Lake issue regarding the homeowners' association and the Lake Augmentation project. She has received many calls regarding this issue. Residents are still curious as to what money will be spent by the homeowner's association and the City.

Maloney reported that at a recent meeting with the homeowner's association, staff and an outside consultant, much discussion was held on the process of the augmentation. However, Maloney stated that the engineering a system is not the issue. The challenges will arise in achieving a consensus of the homeowner's association. Two main concerns are the cost and the water quality issues.

With the current news of White Bear Lake paying for a small portion of the cost of a United State Geological Services (USGS) study on ground water levels, the Lake Regulations Committee is urging the City to participate in a similar study around Turtle Lake. Staff contacted the USGS staff and found that the estimated cost to add the Turtle Lake area to the study would be \$40,000. Schwerm reported that the USGS study analyzes how ground water levels are related to lake levels and the current augmentation study is solely focused on improving lake levels through augmentation similar to the system that is in place for Snail Lake. The challenge with the USGS study is that it may identify issues and potential links between ground water levels and lake levels problems, but it would not focus on solutions to improving the lake level.

Schwerm reported that the augmentation study is still on track.

Councilmember Quigley asked if the City has a model that would define specific particular parameters for a lake to be considered for augmentation. Schwerm stated that these requirements are already in place.

There was a consensus from the Council to not pursue the USGS study at this time due to the high cost. The Council also asked staff to work with White Bear Lake and the USGS to obtain their results from the study since Turtle Lake and White Bear Lake have similar characteristics.

694 Interchange

Representatives Scalze and Runbeck met last week with staff and other cities to discuss the 694 improvement project from 35E to Lexington Avenue. They both agreed to collaborate and attempt to gain additional funding to pay for adding additional lanes to 694 to help alleviate the traffic concerns.

Organic Recycling

Councilmember Wickstrom asked that the Council consider doing a pilot program on organic recycling. She proposed that the Environmental Quality Committee and staff investigate and study and cost of doing such a program.

Future Planning for the Fire Department

Councilmember Wickstrom reported on the recent meeting of the Ramsey County League of Cities where fire chiefs met to discuss current issues. One future concern for many fire departments is the possibility of departments moving toward fire districts.

After some discussion, Council agreed that this is a possible concern that the Fire Board should continue to monitor.

The meeting adjourned at 9:40 p.m.